

**Department of Energy**  
Richland Operations Office  
P.O. Box 550  
Richland, Washington 99352

05-AMCP-0353

AUG 3 2005

**RECEIVED**  
AUG 19 2005  
**EDMC**

Mr. R. G. Gallagher, President  
and Chief Executive Officer  
Fluor Hanford, Inc.  
Richland, Washington 99352

Dear Mr. Gallagher:

CONTRACT NO. DE-AC06-96RL13200 – ISSUANCE OF THE AUDIT PLAN  
NO. 05-DOE-AU-005 FOR THE U.S. DEPARTMENT OF ENERGY, RICHLAND  
OPERATIONS OFFICE, FLUOR HANFORD, INC. SPENT NUCLEAR FUEL PROGRAM

Attached is the subject audit plan to be implemented by representatives from the U.S. Department of Energy, Office of Environmental Management and the Office of Civilian Radioactive Waste Management during the week of August 22-25, 2005. Please arrange for the audit team to have the necessary documents, records, escorts for facility/operation observations, and personnel to facilitate the evaluation of the selected areas listed in the audit plan. Specific details are in the audit plan. Also, please provide and ensure the following:

- Workspace to review the documentation and conduct interviews.
- Facilities to conduct the pre- and post-audit meetings and audit team meetings/discussions.
- Notify appropriate management and staff personnel of the audit for they may be asked to participate, as well as attend the pre- and post audit meetings.
- Telephone, fax, and copy machines. Provide at least two to three IBM-type (PC) computers with standard Microsoft software to record and type the results.

This audit plan has been coordinated with D. D. Volkman, G. E. Mata, and A. M. Umek of your organization.

The Government considers this action to be within the scope of the existing contract and therefore, the action does not involve or authorize any delay in delivery or additional cost to the Government, either direct or indirect.

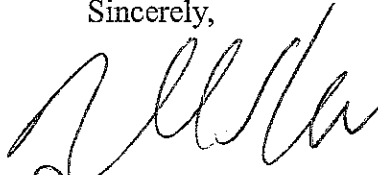
Mr. R. G. Gallagher  
05-AMCP-0353

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AUG 3 2005

If you have questions, please contact me, or your staff may contact Matt McCormick, Assistant Manager for the Central Plateau, on (509) 373-9971.

Sincerely,

A handwritten signature in black ink, appearing to read 'Keith A. Klein', written over a horizontal line.

Keith A. Klein  
Manager

AMCP:SKM

Attachment

cc w/attach:  
H. Hermanas, FHI  
Admin Record



## Department of Energy

Washington, DC 20585

June 30, 2005

MEMORANDUM FOR KEITH A. KLEIN

MANAGER

RICHLAND OPERATIONS OFFICE

FROM:

CHARLES E. ANDERSON

PRINCIPAL DEPUTY ASSISTANT SECRETARY  
FOR ENVIRONMENTAL MANAGEMENT

SUBJECT:

Issuance of Audit Plan No. 05-DOE-AU-005 for the  
Department of Energy Richland Operations Office Fluor  
Hanford Spent Nuclear Fuel Program

The purpose of this memorandum is to issue Audit Plan No. 05-DOE-AU-005 for the Richland Operations Office Fluor Hanford Spent Nuclear Fuel (SNF) Program and to notify you of the upcoming audit. Representatives from the U.S. Department of Energy Office of Environmental Management and the Office of Civilian Radioactive Waste Management will conduct Audit No. 05-DOE-AU-005 of the Fluor Hanford SNF Quality Assurance Program (QAP), including the Shippingport Pressurized Water Reactor SNF Removal Project, the K-Basin SNF Removal Project, and the Canister Storage Building Welding and Storage Project during the week of August 22-25, 2005. The audit team will evaluate specific SNF activities that impact waste isolation with a specific focus on activities that provide input to the Repository License Application. Also, the team will evaluate the adequacy and effectiveness of the Fluor Hanford QAP implementation for waste acceptance process activities and compliance to the requirements of DOE/RW-0333P, Revision 16, *Quality Assurance Requirements and Description*, as it pertains to Revision 8, which is used by Fluor Hanford.

The audit will be conducted in accordance with approved procedure, AP-18.4Q, *DOE Office of Environmental Management (EM)/Office of Civilian Radioactive Waste Management (RW) Oversight Process*, dated December 19, 2003.

According to the procedure, I am responsible for issuing the Audit Plan and this audit notification memorandum. The attached Audit Plan identifies the audit scope and schedule, requirements and activities to be evaluated/audited, and audit team members. This audit has been coordinated with Mr. Sen Moy of your staff.

Please arrange for the audit team to have access to the necessary documents, records, escorts for facility/operation observations, and personnel to facilitate the evaluation of the selected areas/activities listed in the Audit Plan. Also, please provide and ensure the following:

- Workspace to review documentation and conduct interviews;
- Facilities to conduct the pre- and post-audit meetings and audit team meetings/discussions;

QA:QA



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**DOE-RL/RLCC**

- Notify appropriate management and staff personnel of the audit for they may be asked to participate, as well as attend the pre- and post-audit meetings; and
- Telephone, fax, and copy machines - possibly 2 to 3 IBM computers with standard Microsoft software to record and type the results.

If you have any further questions, please call me at (202) 586-7709 or Dr. Robert Goldsmith, Acting Deputy Assistant Secretary for Integrated Safety Management and Operations Oversight, at (301) 903-4954.

Attachment

cc: Inés Triay, EM-3  
Paul M. Golan, RW-2  
R. Denny Brown, RW-3

Audit Plan  
05-DOE-AU-005  
Page 1 of 4

QA:QA

**U.S. DEPARTMENT OF ENERGY  
OFFICE OF ENVIRONMENTAL MANAGEMENT  
&  
OFFICE OF CIVILIAN RADIOACTIVE WASTE MANAGEMENT**


**AUDIT PLAN 05-DOE-AU-005**

**FOR THE**

**RICHLAND OPERATIONS OFFICE  
FLUOR HANFORD SPENT NUCLEAR FUEL PROGRAM  
RICHLAND, WASHINGTON**

**August 22-25, 2005**

Prepared by:

  
Larry D. Vaughan, EM-3.2  
Audit Team Leader

Date: 6-23-05

Office of Integrated Safety Management  
and Operations Oversight

Approved by:

  
Charles E. Anderson, EM-2

Date: 6-30-05

Principal Deputy Assistant Secretary  
for Environmental Management

## 1.0 SCOPE

Representatives from the U.S. Department of Energy (DOE) Office of Environmental Management (EM) and the Office of Civilian Radioactive Waste Management (OCRWM) will conduct a compliance-based audit of the Richland Operations Office Fluor Hanford Spent Nuclear Fuel (SNF) Program, including the Shippingport Pressurized Water Reactor SNF Removal Project, the K-Basin SNF Removal Project, and the Canister Storage Building Welding and Storage Project during the week of August 22-25, 2005, in Richland, Washington. The team will evaluate SNF activities that impact waste isolation with a specific focus on activities that provide input to the Repository License Application. The team will evaluate the adequacy and effectiveness of the Fluor Hanford Quality Assurance Program (QAP) implementation for waste acceptance process activities in compliance with the requirements of DOE/RW-0333P, Revision 16, *Quality Assurance Requirements and Description* (QARD), as it pertains to Revision 8, which is used by Fluor Hanford. In addition, this audit will verify completion and effective implementation of corrective actions for previously documented conditions adverse to quality identified in the EM/OCRWM Audit Report No. 04-DOE-AU-006.

The QARD programmatic sections to be evaluated and associated with specific SNF activities are identified in Section 4.0 of this Audit Plan.

## 2.0 AUDIT SCHEDULE

Pre-Audit Team/Observer Meeting	8:00 a.m. to 8:30 a.m., August 22, 2005
Pre-Audit Meeting	8:30 a.m. to 9:00 a.m., August 22, 2005
Audit Activities	9:00 a.m. to 4:00 p.m., August 22, 2005
	8:00 a.m. to 4:00 p.m., August 23-25, 2005
Post-Audit Meeting	4:00 p.m. to 4:30 p.m., August 25, 2005

There will be a daily Audit Team/Observer meeting at 4:00 p.m. to review audit results, progress, and activities to be completed. Beginning on Tuesday, August 23, 2005, there will be a daily Audit Team Leader/Observers/DOE Richland management and Fluor Hanford management meeting at 8:00 a.m. to communicate audit progress and discuss issues, conditions, and changes in schedule. All meetings will be held at locations provided by Fluor Hanford.

### 3.0 REQUIREMENTS TO BE EVALUATED AND APPLICABLE REFERENCES

The requirements to be evaluated during this audit will be contained in a programmatic checklist. The checklists will be developed from the latest revision of the following documents:

- DOE/RW-0333P, Revision 16, *Quality Assurance Requirements and Description*
- Fluor Hanford SNF Project Quality Assurance Program Plan (QAPP-OCRWM-1)
- Fluor Hanford SNF Project OCRWM QARD Requirements Matrices (QA-OCRWM-1 & 2)

The RW Program documents (latest revision) listed below will guide the conduct of the audit:

- Administrative Procedure (AP) 18.4Q, *DOE EM/RW Oversight Process*
- Line Procedure 16.2Q-OCRWM, *Management of Conditions Adverse to Quality for External Organizations*

### 4.0 ACTIVITIES TO BE AUDITED

The team will evaluate the effectiveness of the Fluor Hanford activities as follows:

- Configuration Management of Fuels and Maintenance of Data Packages
- Welding Activities of Cover Caps
- Multi Canister Overpacks Loading
- Followup on EM/OCRWM Audit No. 04-DOE-AU-006 Condition Reports and Implementation of Corrective Actions
- Other activities/data/information generated and used to support the license application

The team will evaluate the adequacy and effectiveness of implementation for the following programmatic sections as defined by the Fluor Hanford *QARD Requirements Matrices*:

#### QARD

Section 1.0	Organization
Section 2.0	Quality Assurance Program
Section 3.0	Design Control
Section 4.0	Procurement Document Control
Section 5.0	Implementing Documents
Section 6.0	Document Control
Section 7.0	Control of Purchased Items and Services
Section 8.0	Identification and Control of Items
Section 9.0	Control of Special Processes

Section 10.0	Inspection
Section 11.0	Test Control
Section 12.0	Control of Measuring and Test Equipment
Section 13.0	Handling, Storage, and Shipping
Section 14.0	Inspection, Test and Operating Status
Section 15.0	Nonconformances
Section 16.0	Corrective Action
Section 17.0	Quality Assurance Records
Section 18.0	Audits
Supplement I	Software
Supplement II	Sample Control
Supplement III	Scientific Investigation
Supplement V	Control of the Electronic Management of Data

The following QAP sections were considered during the development of this Audit Plan and determined to be not applicable to the work performed by Fluor Hanford:

Supplement IV	Field Surveying
Appendix A	High-Level Waste Form Production
Appendix B	Storage and Transportation
Appendix C	Monitored Geologic Repository

If the team identifies a need to verify additional programmatic areas during the audit, these areas will be added to the audit scope and evaluated accordingly.

## 5.0 AUDIT TEAM MEMBERS

Larry D. Vaughan, EM-3.2/Audit Team Leader  
Dinesh C. Gupta, EM-22/Prospective Auditor  
Denis J. Koutsandreas, EM-23/Auditor  
Steven C. Lien, EM-21/Prospective Auditor  
Elver D. Robbins, RW-3/Auditor  
Observers – To Be Determined